



MAYOR AND COUNCIL AGENDA

NO. 2

DEPT.: Community Planning and Development Services DATE: November 10, 2004

Contact: Edward J. Duffy

ACTION: Approval of projects and funding levels that are to be included in the Fiscal Year 2006 Community Development Block Grant (CDBG) application to Montgomery County. The application will be the basis of how the City uses an anticipated \$380,000 in CDBG funds.

ACTION STATUS:

FOR THE MEETING OF: 11/15/04

INTRODUCED

PUB. HEARING 10/4/04

INSTRUCTIONS

APPROVED

EFFECTIVE

ROCKVILLE CITY CODE,

CHAPTER

SECTION

☐ CONSENT AGENDA

RECOMMENDATION: It is recommended that the Mayor and Council approve the following projects and funding levels as the City's Fiscal Year 2006 CDBG program:

Rockville Community Ministries

Latino Outreach and Naturalization	\$20,000*	
Safe and Habitable Home	<u>\$12,500</u>	
		\$ 32,500

Rockville Housing Enterprises (Scattered Site Capital Projects)

Handicapped Ramp	\$20,000	
Driveways (4 homes)	\$28,000	
Handrail Replacement	\$12,000	
Floor Coverings (6 homes)	<u>\$24,500</u>	
		\$ 84,500

Rockville Housing Enterprises Human Services

Resident Counselor	\$ 20,000*
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MobileMed \$ 12,000*

Single Family Rehabilitation \$150,000

Top Banana \$ 5,000

Administration \$ 76,000

Total \$380,000

* = Public Service Project or Program

In the event that all of the anticipated funds are not available or if additional funds become available, it is recommended that the difference be added to or subtracted from the rehabilitation program.

IMPACT: ☐ Environmental ☒ Fiscal ☒ Neighborhood ☐ Other:

CDBG funds are used to provide programs and services that are not included through other City funded activities. They are also used to eliminate blighting influences in the City's neighborhoods

BACKGROUND: According to current estimates, the City is to receive \$380,000 in CDBG funds through its Cooperation Agreement with Montgomery County. In accordance with Federal Requirements, the Mayor and Council, on October 4, 2004, conducted a public hearing to solicit proposals for the use on Community Development Block Grant funds. As a result of that hearing, the following proposals were received:

Rockville Community Ministries

Latino Outreach and Naturalization	\$ 45,000*
Safe and habitable Home	\$ 12,500

**Rockville Housing Enterprises
Scattered Site Capital Projects**

Handicap Ramp	\$ 20,000
Driveways	\$ 39,000
Handrail Replacement	\$ 12,000
Flooring	\$ 25,000
Sewer Replacement	\$ 12,000

**Rockville Housing Enterprises
Human Services**

Resident Counselor	\$ 35,000*
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MobileMed	\$ 45,000*
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Top Banana	\$ 5,000
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Twinbrook Citizens Association	
Twinbrook Pool ADA Improvements	\$ 30,000

Single Family Rehabilitation	\$150,000
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Administration	\$ 76,000
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\$506,000

A committee of staff members from the Departments of Community Services, Community Planning and Development Services, Finance and the Neighborhood Resource Team reviewed and prioritized the project proposals in order to make a recommendation of funding to the Mayor and Council. Summaries of the proposed projects are attached.

The use of Community Development Block Grant (CDBG) funds involves a number of constraints established by the Housing Act of 1974 and the guidelines established by Montgomery County. CDBG funds must, first of all, provide primary benefit (at least 51%) to low/moderate income

persons. They may not replace other funds to continue existing programs. They cannot be used for the routine operation of government. They may be used for only three consecutive years without enhancement or expansion of the program. Only 15% (in this case \$57,000) of the total grant may be used for public service projects or programs, and no more than 20% (in this case \$70,000) of the total grant can be used for administration.

Four of the proposals received were for public service projects or programs. These proposals totaled \$130,000. Only \$57,000 of public service programs could be funded under CDBG regulations.

In order to stay within the funding constraints, the Committee recommended continued funding of Latino Outreach at last year's level because of the program expansion to conduct additional English classes at Twinbrook Elementary School in addition to continuing the current classes. The MobileMed proposal addressed a demonstrated need for additional medical service in two Rockville neighborhoods, Twinbrook and Lincoln Park. The Rockville Housing Enterprises Counselor would provide services to the remaining public housing residents at David Scull Court, the scattered site units, and the Section 8 Housing Choice tenants. Top Banana, a non-profit organization that delivers groceries to people (particularly) with limited mobility and strength, provides a needed service for housebound senior citizens.

The application from the Twinbrook Citizens Association (TCA) does not meet the parameters of the CDBG program. While TCA is applying for its non-profit status, it proposes to turn \$30,000 over to the Twinbrook Pool, which is essentially a private club. There is no benefit to low-moderate income households other than the goal to provide 25 summer memberships to low income families. CDBG funds could be used to purchase summer memberships for low-income families, however that would be considered to be a Public Service project. The funds would have to be taken from another Public Service project or projects. It was felt by the committee that the other projects had a higher priority than providing summer swimming pool memberships.

The recommended Public Service projects totaled \$57,000, which meets the 15% program limit.

The RHE capital improvements designated for the scattered site units will contribute to the upkeep of the neighborhoods in which the homes are located, as will the continuation of the successful single family rehabilitation program.


The recommended amount of administration is the 20% limit.

The FY06 CDBG Application must be submitted to Montgomery County by December 1, 2004.

PREPARED BY:

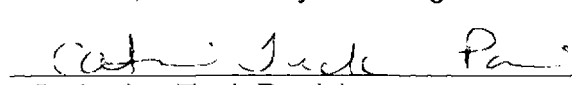

Edward J. Duffy
Community Development Program Manager

APPROVE:


Arthur D. Chambers, AICP
Director, Community Planning and Development Services

11/10/04
Date

APPROVE:


Catherine Tuck Parrish
Acting City Manager

11/10/04
Date

LIST OF ATTACHMENTS:**1. CDBG Proposal Summaries (8)**

- a. Rockville Community Ministries – Latino Outreach and Naturalization Program
- b. Community Ministries of Rockville – Elderly Ministries Safe and Habitable Homes
- c. Rockville Housing Enterprises – Scattered Site Capital Needs
- d. Rockville Housing Enterprises – Resident Counselor
- e. MobileMed – Chronic Disease Care at Twinbrook and Lincoln Park Centers
- f. Top Banana – Grocery Delivery Support
- g. ADA Improvements at Twinbrook Pool
- h. City of Rockville – Single Family Rehabilitation
- i. City of Rockville – Block Grant Program Administration

PROPOSAL SUMMARY

APPLICANT: Rockville Community Ministries

PROJECT: Latino Outreach and Naturalization Program

AMOUNT: \$45,000

TYPE: Public Service

PROJECT DESCRIPTION: Funds are being requested to operate English as a second language classes, homework assistance and tutoring and naturalization training and assistance of the Rockville Community Ministries Latino Outreach Program. The naturalization program was added to the English assistance program in 2001. It allows the organization to assist foreign-born individuals prepare for the United States citizenship examination. The program was originally operated in classrooms provided by churches in the Twinbrook area. Those facilities are still in use. Recently, the program was expanded to include classes held at the Twinbrook Elementary School where 49% of the students are of Hispanic origin. Approximately 200 persons will benefit from this program. The program is now being expanded to provide three classes at Twinbrook Elementary School.

The program will also empower estimated 100 foreign-born permanent residents by helping them become U.S. citizens. The program will provide a series of workshops on the naturalization process at churches throughout the community and will offer U. S. Citizenship classes to help participants prepare for the citizenship examination.

PROPOSAL SUMMARY

APPLICANT: Community Ministries of Rockville

PROJECT: Elderly Ministries Safe and Habitable Homes

AMOUNT: \$12,500

TYPE: Public Improvement (Rehabilitation)

PROJECT DESCRIPTION: A program intended to assist low and moderate income seniors and eligible persons who are physically challenged to remain safely and comfortably in their homes. Volunteers and occasional contractors provide maintenance services, repair services, and minor modifications to homes in order to enhance their use, comfort and safety. The program has been expanded in to include service to low and moderate income physically challenged homeowners by providing modifications to make their homes more accessible and comfortable. Assistance to the physically challenges would include wheelchair ramps, widening doorways, modifications to kitchens and bathrooms, and making light switches more accessible.

Funds are to be used for labor and supplies and some program administration.

PROPOSAL SUMMARY

APPLICANT: Rockville Housing Enterprises

PROJECT: Scattered Site Capital Needs

AMOUNT: \$108,000

TYPE: Public Improvement – Public Housing Maintenance

PROJECT DESCRIPTION: Rockville Housing Enterprises (RHE) owns and operates twenty-eight (28) scattered site single-family homes throughout the City. It is the goal of RHE to maintain these units in a manner that is compatible with the surrounding community. In doing so they hope to instill pride and to foster self sufficiency in the residents living in these units by making them feel that they are part of the overall community, thereby removing the stigma of public housing.

This project will assist in improving the condition of the rental units, will contribute to the appearance of the adjoining neighborhood and will improve the quality of life of the residents.

The proposed work consists of:

Installation of handicap ramps to meet ADA standards	\$20,000
Installation of driveways at five homes	\$39,000
Exterior handrails installation	\$12,000
Provide and Install new floor coverings	\$25,000
Replacement of sewer line	\$12,000

PROPOSAL SUMMARY

APPLICANT: Rockville Housing Enterprises

PROJECT: Resident Counselor

AMOUNT: \$35,000

TYPE: Public Service

PROJECT DESCRIPTION: The lack of social services to RHE Public Housing and Section 8 families is a major unmet community need resulting in economic depression, drug abuse, poor child supervision, family conflict, inadequate life styles, community complaints, vulnerability of certain residents and lack of community cohesion.

An examination of numerous factors associated with tenant related problems has established a need for a Resident Counselor to provide social services for RHE residents and clients.

The counselor will provide intervention to families in crisis. Meetings will be conducted with each family identified by RHE staff as being at "immediate risk." Following an assessment, the counselor will take whatever action is necessary to resolve the crisis, making use of all available community services. The client may be referred to a "Eviction Prevention/Loss of Housing Prevention Team" consisting of members from a number of social service agencies to prevent current tenants in danger of losing housing subsidies from being evicted and becoming homeless.

In conjunction with the Team, the counselor will develop service plans to address current and future problems.

The counselor will work with Section 8 clients and their landlords to deal with issues requiring resolution.

The counselor will work with the Family Self-Sufficiency Program (FSS) in an effort to achieve family stability. The goal of the FSS program is to achieve full employment, savings, and to achieve independence from public housing.

PROPOSAL SUMMARY

APPLICANT: MobileMed

PROJECT: Chronic Disease Care at Twinbrook and Lincoln Park Centers

AMOUNT: \$45,000

TYPE: Public Service

PROJECT DESCRIPTION: MobileMed is a non-profit organization that provides quality medical care to working poor, homeless, uninsured, and underinsured persons. MobileMed operated a network on fifteen clinics. The MobileMed mobile medical van, "MOBY" had served Rockville residents at the Twinbrook and Lincoln Park Community Centers. In doing so they have observed a trend of sicker patients seeking treatment, many of whom suffer from chronic disease conditions including diabetes, hypertension, obesity, respiratory conditions, and other coronary artery disease. They consequently propose to expand health services at these sites beyond primary care. Their new vehicle "HUMMY" will enable MobileMed to provide individualized chronic care services at the two Rockville sites. This project seeks funds to allow them to continue do so by expanding services from one visit every two weeks to weekly visits at the two Community Centers.

PROPOSAL SUMMARY

APPLICANT: Top Banana

PROJECT: Grocery Delivery Support

AMOUNT: \$5,000

TYPE: Public Service

PROJECT DESCRIPTION: Top Banana is a non-profit organization that delivers groceries to people with limited mobility and strength. Orders are taken over the phone. They are pulled from the shelves of a warehouse in Brandywine, Maryland, packed and delivered to the client's kitchen. In some cases, the driver may put the groceries away.

While making deliveries, the drivers check on the client's well being. Drivers also mark containers for blind clients and will even open jars for those with arthritic hands. Top Banana employees and volunteers routinely distribute material about community resources, safety, and health/nutrition.

The clients pay for the groceries and pay a service fee (from \$5.00 to \$15.00) based upon ability to pay.

It is estimated that there may be 800 Rockville residents, primarily elders, who have difficulty shopping.

The funds would be used to support a portion of the costs for truck maintenance, fuel, and a portion of the salary of the Assistant Director.

PROPOSAL SUMMARY

APPLICANT: Twinbrook Citizens Association

PROJECT: ADA Improvements at Twinbrook Pool

AMOUNT: \$30,000

TYPE: Rehabilitation/Public Improvement

PROJECT DESCRIPTION: The Twinbrook Pool is a member owned and operated swimming pool located just off Atlantic Avenue. It has a long history of community involvement and participation and has been a focal point of summer activity and involvement for over fifty years. The changing area and restrooms were built long before the passage of the Americans With Disabilities Act and consequently do not meet ADA standards precluding some people from using the facilities.

The Twinbrook Swimming Pool is not a 501 (c) 3 non-profit non-profit organization. The Twinbrook Citizens Association (TCA) has made application to the Internal Revenue Service for 501 (c) 3 status and is consequently making application for CDBG funds which it then intends to administer the grant on behalf of the Pool.

In return for obtaining and administering a CDBG grant for the pool, TCA proposes to "donate/subsidize" twenty-five (25) summer memberships for low-income families from the community.

PROPOSAL SUMMARY

APPLICANT: City of Rockville

PROJECT: Single Family Rehabilitation

AMOUNT: \$150,000 Recommended

TYPE: Rehabilitation

PROJECT DESCRIPTION: . For households having the lowest incomes (less than \$47,000 per year for a family of 5) the program provides forgiveness loans up to \$25,000 for rehabilitation activities. In doing so, the program concentrates first upon critical code deficiencies followed by incipient code deficiencies and then general improvements. A five-year lien is imposed upon participating properties to preclude speculative activities. The lien is forgiven at a rate of 20% per year. Should a property be sold or refinanced within the five-year period, the unforgiven balance must be returned to the city prior to a release of liens being issued. The paid off balance is then placed in the rehabilitation program balance for the subsequent year.

For households with slightly higher incomes (less than \$52,000 per year for a family of 5) the program provides for a 32% contribution to the cost of rehabilitation work up to \$25,000 in cost. As with the previous program, a lien is forgiven over a five-year period. For households with incomes under \$58,750 for a family of five, the program will make a 25% contribution to the cost of rehabilitation work not to exceed \$25,000.

Activities to correct drainage problems in the yards of eligible households in Lincoln Park are administered in an identical manner. Also eligible is the removal of a tree certified as requiring removal by the City Forester provided that the homeowner is unable to pay for the tree removal and is eligible for Rehabilitation Assistance.

PROPOSAL SUMMARY

APPLICANT: City of Rockville

PROJECT: Block Grant Program Administration

AMOUNT: \$76,000

TYPE: Administration

PROJECT DESCRIPTION: Salaries and fringe benefits for the employee who undertakes the administration and implementation of the City of Rockville Rehabilitation Program: